

MI-WIC POLICY

Nutrition Services

5.0 Nutrition Services

Effective Date 11/06/14

5.07 Documentation of Nutrition Services

Exhibit 5.07A Nutrition Education Documentation Grid

MI-WIC Nutrition Education (NE) documentation for each appointment type:

Screen →	NE Screen	NE Pop-up	NE Pop-up	NE Pop-up	BF Support	Care Plan	Classes
Appointment ↓		Provide and document topic on NE Grid	NE Plan for next NE services	Review previous NE topics, document progress			Complete Classes screen
Cert/Recert	Eligibility Explanation (Cert/Recert only) Select and Provide NE Topic	Date, Topic Method Provider Initials Evaluation <i>Best Practice:</i> Behavior Stage & Note	Select Topic Method in NE Plan area	Complete Note Date achieved. <i>Best Practice:</i> Behavior Stage movement, NE Grid Right side	(If applicable) Provide and document on BF Support screen <i>Best Practice:</i> Note	High Risk: Offer NCRD Or create ICP Or document ICP progress in CP follow-up tab or Notes	
I/C Eval							
Interim Ed Wichealth.org	Automated	If follow up near time of education, document initials of person who answered clients NE questions (required), optional-record the initials of the staff who contacts the client					
Interim Ed Education Mall	Select and Provide NE Topic	Date, Topic Method Provider Initials Evaluation <i>Best Practice:</i> Behavior Stage & Note	Document initials of person who evaluated client and optional notes about questions discussed				
Interim Ed Class							Mark Attended & Evaluation
High Risk	Select and Provide NE Topic	Date, Topic Method Provider Initials Evaluation <i>Best Practice:</i> Behavior Stage & Note				Complete Care Plan screen, specify follow up steps, if needed	
Breastfeeding Education & Support	Select and provide NE topic	Date, Topic Method Provider Initials Evaluation <i>Best Practice:</i> Behavior Stage & Note	OR		BF support grid Method Provider Initials <i>Best Practice:</i> Note		